



FOREIGN AFFAIRS MANUAL

VOLUME 3 – Personnel

Transmittal Letter: PER-497

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3 FAM 4830 ANNUAL AWARDS

CHANGES

1. Changes made in 4835.4, Nominating and Approval Procedures.
2. Revisions since the last update appear in italics. The italics will be removed the next time the material is updated. Only current changes will appear in italics. Italics provide a historical record of changes.
3. Under the Foreign Affairs Reform and Restructuring Act of 1998, Public Law 105-277, the functions of the U.S. Information Agency related to International Broadcasting are transferred to the Broadcasting Board of Governors. Accordingly, all provisions of the FAM previously applicable to USIA continue in effect with respect to the BBG until further notice.
4. Officers are reminded that Department-issued materials not codified in the *Foreign Affairs Manual* or its supplemental *Foreign Affairs Handbook* series generally have no regulatory validity (see 2 FAM 1115.2).

FILING INSTRUCTIONS (Paper Copies Only)

1. Remove 3 FAM 4830, TL:PER-427, 10-30-2001, 34 pages and insert the revised 3 FAM 4830, TL:PER-497, 34 pages.
2. After inserting the material in the binder, insert this transmittal letter immediately following the TL Checklist. Then fill in the entry line for TL:PER-497, and initial.

DISTRIBUTION NOTICE

1. The *Foreign Affairs Manual* and *Handbooks* (unclassified) official version can be found on State Department's Intranet site.
2. All posts and offices keeping paper versions of the *Foreign Affairs Manual* are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5), and for ensuring that all copies (including binders) are either

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3. Use KFAM and AINF TAGS on all communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/RPS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this transmittal letter.

(HR/ER)